

PRIYA RAMNARAYAN



ABOUT ME

Assistant Project Manager with 2 years on commercial and light industrial builds in the Phoenix metro. Strong in document control, submittal logs, and RFI tracking through Procore. OSHA 10 certified and pursuing OSHA 30 this fall.

CONTACT INFORMATION



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Tempe, AZ

KEY SKILLS

- Procore
- Bluebeam Revu
- Submittal logs
- MS Project
- RFI tracking
- Three-week look-aheads
- AIA G702/G703
- Plan reading
- Site safety walks
- Excel

PROFESSIONAL EXPERIENCE

Assistant Project Manager

Westridge Commercial Builders, Tempe, AZ | February 2023 - Present

- Support the PM on two concurrent projects totaling \$11.4M, a tilt-up distribution center and a two-story office TI.
- Log and route 60 to 80 submittals per month in Procore; keep average review cycle under 9 business days.
- Prepare three-week look-aheads from the master schedule and walk the site daily with the superintendent.
- Draft monthly owner pay applications using AIA G702/G703 and reconcile against subcontractor billings.

Project Engineer Intern

Westridge Commercial Builders, Tempe, AZ | June 2022 - September 2022

- Rotated through estimating, field, and PM teams across an 11-week internship on a \$6.8M charter school project.
- Compared three vendor quotes for structural steel and helped the PM finalize a buyout that came in 3% under budget.
- Shadowed the superintendent on daily safety walks and logged observations in Procore.

EDUCATION

B.S. Construction Engineering

Arizona State University | May 2023

- OSHA 10-Hour Construction, 2022
- First Aid / CPR, 2023